

DoD Shelf-Life Management Manual

Coordinated Approach

- 14 – 16 Nov 2000: 5th Annual Government Shelf-Life Conference, Tracy Depot, CA.
- Joint Group comprised of all Services/Agencies at different levels of commands established a comprehensive outline for what the new Manual would cover.
- Objective: Streamline the Manual into a cohesive document that provides a one-stop policy reference for the “shelf-life item management community”.

Streamlining

- Some thought “streamlining” meant that the Manual was going to be smaller. Same size.
- Streamlining actually meant getting the Manual arranged for ease of use and to facilitate updates in an organized fashion.
- Streamlining meant taking the multiple layers of revisions of the 1997 Manual that were arbitrarily integrated into a hodgepodge single revision, removing redundancies and categorizing subjects.

Key Points and Improvements

- Manual Covers Policy from Acquisition to Disposition & Conforms to DoD 4140.1-R, DoD Supply Chain Materiel Management Regulation.
- Stresses (1) Optional Acquisition Considerations, (2) Pollution Prevention, (3) Management Controls, (4) Quality Controls, (5) Storage and Surveillance, (6) Visual Inspections/Laboratory Testing (MQCSS/QSL), (7) Security Assistance Concerns (e.g., FMS, etc.) and (8) Disposition Options.

Key Points & Improvements

- Expanded Acronym List.
- Expanded List of References.
- Expanded and Enhanced List of Definitions including Source of Definition.
- Referral to other references for commodities/ discrepancies not specifically covered under this Manual.
- Using Boldface Lettering to Readily Identify organization of Subject Matter.

Key Points & Improvements

- Addresses Service Life issues & examples.
- Incorporates Formatting that is easier to Distinguish especially with Tables of Codes and Report Requirements.
- Incorporates Commodity and Subject Specific Technical Publications and Web Sites/Links.
- Specifically Addresses GSA Program.
- Manual is on-line, reduces paper files.
- **Most Improved: Manual has an “Index” for no stress browsing/research.**

Conclusion

- Manual is not smaller, but good news is that it is not relatively larger in overall size. All Service/Agency input considered, discussed, adjudicated in a coordinated fashion, then incorporated or discarded based on relevance across the DoD.
- Manual is easy to update.
- Considering the very few questions received specifically regarding “policy”, Manual probably is easier to read, understand and, with the Index, subject matter much easier to locate.